

**Minutes of Sandon Parish Council Meeting
Wednesday 13th January 2016 at 7.30 pm
Sandon Village Hall**

Present: Cllr J de Uphaugh, Cllrs F Cannon, Cllr K Chamberlain, Cllr H Gallo, Cllr J Wharton, Cllr B Wheeler.

In attendance: District Cllr S Jarvis
Mr M Wicksteed, Responsible Financial Officer, Mrs H Stubbings, Clerk
1 Member of the Parish

- 16.01 Welcome.
The Chairman, Cllr de Uphaugh, welcomed everyone to the meeting. There were no Apologies for absence.
- 16.02 Requests for dispensation for disclosable pecuniary interest on items on the agenda – Localism Act 2011 s33
No conflicts were declared.
- 16.03 Minutes of Sandon Parish Council meeting held on 11th November 2015.
Approval of the minutes was proposed by Cllr Cannon and seconded by Cllr Wharton
Resolved, that the Minutes be agreed as a true and accurate record of the proceedings and be signed by the Chairman.
- 16.04 Reports on actions agreed at the last Council meeting (not covered elsewhere in the agenda).
None.
- 16.05 Chairman's report.
There was nothing to report; all matters were covered by the agenda. It was **Resolved** to move the Chairman's report to after Point 6 in future.
- 16.06 Access/Rights of Way.
a) There had been 4 visits by the Enforcement Officer. Several bridleways have been cleared of overgrowth and re-opened and one bye-way resurfaced.
Footpath 47 – The Enforcement Officer, Julia Woods had commented that the plan to move Footpath 47 created anomalies and suggested a review of all Rights of Way in the parish. It was noted that improvements may have a wider reach for the community, which could end up with additional footpaths; older and new. Cllr Cannon had contacted several organisations for comment on the proposed change. The Royston Ramblers were in agreement with the suggested change of Footpath 47.
Cllr Cannon advised that the PC should not have to pay for the change of FP 47 and that it would be the Schools liability. However grants may be available.

It was **Resolved** that Cllr Wheeler will await the response from Julia Woods regarding cost, prior to proceeding. The Council stated the exercise should be of zero or minimal costs.

Footpath and mowing maps have now been received. Electronic versions will be requested, which may be used on the website; subject to appropriate use and wording.

b. Highways
Nothing to report.

c. Church
Nothing to report.

d. Sports Club and Roe Green

A grant of £500 from NHDC had been received for improvements to the nets and surrounding area. The Parish Council grant to the Sports Club will come up under the Financial Report.

e. Village Hall

The additional tables have been ordered and will be a Parish Council asset. The next VH meeting is on 24th February, there is nothing to report at this stage.

f. Planning Applications/Forward Planning

Cllr Cannon now receives the weekly Members Information Bulletin which includes all applications for planning. The Clerk continues to receive the notice letter.

Residents were encouraged to talk to the Parish Council prior to submitting planning applications. There were no new applications to report.

Nothing to report on forward planning.

16.07 Website

Cllr Gallo had previously circulated the web link <http://sandonherts.co.uk>

Councilors commented on the progress so far and expressed their thanks to Glen, the designer. The website could become a useful Community asset in due course.

Items to be included on the website were:

Parish Council information with links if appropriate, photographs and bio's of Councilors and Officers

News tab

Events & History

Cllr Gallo will approach possible contributors.

16.08 Safety Report

Mr M Wicksteed referred to his report on the monthly inspection of play equipment carried out in December and January which had been previously circulated. The reports were confirmed and accepted. The Council were advised that a vehicle had driven over the Green causing deep rutting. There were no questions.

16.09 Transparency Grant Fund

Grant awarded. Purchases as set out in TFG proposed Cllr Cannon and seconded Cllr de Uphaugh.

16.10 Financial Report & additional Grant applications.

Finance Report for year to 12th Jan 2016

1. The RFO presented the Financial Report for the year to 12th January. The accounts were reviewed and accepted and the following year-to-date highlights were noted:

. Total receipts:	£9,220.90
. Total payments	£3,538.72
. New spend	£2,408.63
. Residual balance	£7,649.46

2. Authorise January payments

The RFO requested approval for payment of

Grant to Cricket Club £500.00

Grant to FOSS & Cygnets £500

Salary payments to Clerks & RFO £455.15 plus retiring Clerks expenses of £54

HMRC – PAYE (Oct'15 - March'16) £113.60

S Scott – Roe Green strimming £48.00

ADV Ltd – 2 large + 5 small tables £737.88

Proposed by Cllr Wharton and seconded by Cllr Chamberlain

Resolved, that the payment was approved; the cheques were duly signed.

3. Transparency Grant Fund

The sum of £2,173 had been awarded.

Consideration was to be given to obtaining wifi connection for use at Council meetings.
It was **Resolved** that equipment and services would be purchased as set out in TFG application.
Prop Cllr Cannon and seconded Cllr de Uphaugh.

4. Pension Auto Enrollment

The Council **Resolved** to use NEST as the pension provider for employees and progress the application. The staging date is the 1st May 2017.

5. Internal Audit Plan

The RFO had circulated a draft IAP. This was approved by the Council and will be used by the internal auditor to undertake his audit prior to the March meeting.

NB: The RFO requested time at the March meeting to discuss financial matters to ensure compliance.

16.11 Faster Broadband.

Nothing further to report.

Cllr Cannon advised that Hyde Hall had been making enquiries as to the cost of bringing broadband to the farm, they had been quoted in the region of £30,000 by BT. Another option would be to put in a mast.

16.12 Phone boxes.

The box by the Duck pond is owned by the Parish Council and has power but maintenance on the box is required.

The box on Roe Green has been re-glazed by BT as it is still owned by them. The concrete base that is sited on is sloping.

It was proposed by Cllr de Uphaugh and seconded by Cllr Wharton that the Parish Council acquire the box on Roe Green subject to it being covered by insurance.

There are no plans for the box at Redhill at present.

Cllr Gallo has been discussing the idea to install Accident and Emergency Defibrillators (AED) in the village. A discussion took place, it was suggested that these could be installed in the phone boxes.

Clerk to circulate more information and website links.

16.13 District Councillor's report.

Cllr Steve Jarvis reported that he had some grant money available. He would be prepared to give £500 to each defibrillator and help with the Rights of Way planning. Cllr Wharton asked if he had been approached to help with the dry lining of walls in Post Office? SJ suggested to the RFO that he request an application form.

16.14 Any other business.

None.

16.15 Meeting dates.

The following revised dates for the March meeting and the Annual Assembly were agreed:

- . 16th March 2016
- . 13th April 2016 – Annual Assembly

The Chairman thanked everyone for attending and the meeting closed at 9.25 pm.

Chairman

Date